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13 June 1957

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MEMORANDUM FOR: Director of Training

FROM : Chief, Plans and Policy

SUBJECT : Weekly Activities Report

I. COMPLETED PROJECTS

1. Studies in Intelligence

On 10 June Mr. James Angleton, C/CI Staff, accepted status as the DD/P member of the editorial board for "Studies in Intelligence."

2. Resignees Who Have Received External Training

The staff study on Resignees Who Have Received External Training has been completed.

3. PP/PM Seminar

The results of senior PP/PM Seminar were forwarded to Mr. Fitzgerald, C/PP Staff, DD/P, for validation as interim doctrine for OTR purposes.

II. PROJECTS IN PROCESS

1. Language Development Committee

a. Status of Proficiency Test Development - On 6 June C/PPS was invited to attend a meeting of the subcommittee on proficiency tests of the inter-departmental committee of Directors of Language Training. The committee was advised of CIA's proficiency testing requirements and deadline for the completion of objective tests in thirty-nine languages by 1 February 1958. The committee was informed that the requirement to develop such tests against this short deadline was admittedly peculiar to the Agency and that the Agency must avail itself of any and all means to meet it. It was generally agreed that FSI, USIA and CIA had almost identical requirements for such tests and that the development of a

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standard format was an essential first step in inter-departmental action for purposes of efficiency and economy. If agreement could be reached on a single, standard format for such tests, then the resources of these three agencies, as well as those of outside contractors, could be brought to bear on the problem with definite advantage to CIA. The second step will be an inventory of capability within the Government to develop tests in designated languages within CIA's deadline. Remaining tests will then be contracted out to external sources.

It was further agreed that the proficiency tests developed by the Department of the Army for Russian and Japanese could serve in part as models for development of a standard format but that these tests were deficient professionally in their present form and the planned translation of these tests into twenty-seven languages other than Russian and Japanese would not take into account fundamental differences in the structure of the various languages into which the Army planned to translate them. For this reason, CIA's problem, with respect to proficiency test development, has become more acute as a result of the time lost in awaiting the development of the Army tests on the assumption that they would be useful to us.

b. Procedures for Certification of Eligibility for Awards - Procedures for certification of eligibility of agency employees for language development awards are almost complete. On 11 June C/PPS conducted a meeting with representatives of the Management Staff, O/Pers and OTR to consider a certification form designed by the Management Staff for this purpose. The Language and Area School will record the proficiency test results on the form and transmit it in four copies to the Registrar who will certify as to the eligibility of the candidate and the type and amount of award to be granted. Three copies of the form will then be forwarded to the BFO/TR for certification that funds are available in the OTR budget. Two copies of the form will be forwarded to the Comptroller for machine recording and payroll action, and one copy of the form will be forwarded to the Head of the Career Service of the employee. The Management Staff is coordinating the substance of the form and the OTR-recommended changes prior to sending the form to the printer for reproduction.

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2. Language Study in Foreign Countries

At the request of C/PPS, SSA/DD/S convened a meeting of representatives of [] FE Divisions of DD/P to determine whether or not it was feasible for the divisions and the overseas stations to provide

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administrative support to Agency personnel accepted by OTR for language study in foreign countries. This was essentially an exploratory meeting, and it was concluded tentatively that the divisions could handle such administrative support. In order to be absolutely sure and to obtain divisional comments on this subject, the SSA/DD/S has arranged for a formal meeting on this subject with the chiefs of administration of all the area divisions of DD/P except SR and IO Divisions to be held at 1400 on 13 June.

III. MEETING ATTENDED

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1. Expansion of NEA Personnel

DC/PPS attended a meeting in DD/P at which the personnel requirements in the NEA Division in support of its FY 58 and FY 59 Programs were discussed. It was decided at this meeting that SSA/DD/S, [redacted] would be asked to determine whether NEA would be permitted to carry out its planned expansion through the employment of contract personnel.

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